

INFORMATION PAPER

Transient Quarter Options

1. The purpose of this information paper is to inform Soldiers and Family members of available options and procedures for obtaining transient quarters during PCS, ETS, or Retirement moves.

- a. **Option 1: Government and Government Lease Quarters.** Soldiers can elect to stay in their Government or Government Lease Quarters until their day of departure from Vilseck. This applies to Government Quarters both on and off post and **not** Private Lease or Rental.

Procedures:

- (1) Upon receipt of orders, soldier should visit the housing office (2nd Floor, B-700) and schedule a housing pre-inspection and final inspection. During the final inspection, soldiers will either be cleared or will be required to fix any deficiencies noted by the inspector. Once cleared, soldiers that opt to stay in their quarters will keep their keys.
- (2) In addition to scheduling inspections, the housing office can also make arrangements to provide soldiers with Government Furniture on the day their household goods are picked up. **The housing office does not provide linen, televisions, microwave ovens, or other appliances.**
- (3) On the departure day, soldiers will return their key(s) to the housing office. After duty hours, soldier can place their key in the key drop boxes located at the front and back side of B-700.

b. **Option 2: Use Temporary Living Allowance.** Soldiers can use their Temporary Living Allowance (TLA) to stay in billeting at Vilseck or Grafenwoehr or an off post Guest House/Hotel. Soldiers are entitled to 3 Days of TLA upon termination of Government or Government Lease Quarters and 10 Days upon termination of Private Rental/Lease.

Procedures:

- (1) Soldiers request TLA from the Housing Office. Soldiers are responsible for making arrangements at the billeting office or an off-post hotel.
- (2) Soldiers should make determination of where they want to stay on or off post and should check availability first at the Kristall Inn on Vilseck, Rose Barracks or Tower Inn Lodging on Grafenwoehr. The Kristall Inn or Tower Inn Lodging will not directly charge a soldier using his/her TLA but sends the bill and paperwork directly to the housing office. Off post

options on the economy requires the soldier to pay and settle the bill at checkout.

Kristall Inn Contact Information:

DSN: 476-1700 or Civ: 09662-441104

E-Mail: Kristallinn@graf.eur.army.mil

<https://www.100thasg.mwr.army.mil/armylodging/>

Tower Inn Lodging Contact Information:

DSN: 475-1700 or Civ: 49(0)9641-930103

E-Mail: TowerInn@Graf.eur.army.mil

<https://www.100thasg.mwr.army.mil/armylodging/>

- c. **Option 3: Transient Government Quarters.** On a case by case basis, there are transient options available in Government Quarters. This would apply to soldiers that terminate their private lease contract when preparing to PCS, ETS, or retire. Soldiers interested in this option should visit the housing office for availability. These quarters are provided as furnished but will not provide linen, television, microwave, or other appliances.
2. The POC for this information paper is USAG-G Plans and Operations, 476-4288.